

REQUEST FOR PROPOSALS (RFP) COMPLIANCE COVER SHEET

RFP NUMBER:	CVS-07-068
ISSUE DATE:	July 6, 2007
TITLE:	Virginia Refugee Resettlement Program (VRRP)
COMMODITY CODE:	952-75
LOCATION:	Statewide
INITIAL CONTRACT PERIOD:	October 1, 2007 to September 30, 2008
PROPOSAL DUE DATE AND TIME:	August 17, 2007 - 4:00 p.m.
ISSUING AGENCY:	Commonwealth of Virginia Department of Social Services Office of Newcomer Services – 3 rd Floor 7 North Eighth Street Richmond, Virginia 23219-3301 Attn: Dianne L. Mallory

Sealed proposals for furnishing the services described herein will be received subject to the conditions cited herein until the Proposal Due Date and Time shown above. **PROPOSALS RECEIVED AFTER THAT TIME WILL BE RETURNED WITHOUT CONSIDERATION.** Send or hand deliver all proposals (**not scanned or regenerated pages**) directly to the issuing agency shown above. **DO NOT FAX OR EMAIL.**

In Compliance With This Request For Proposals, As Published By The Department, And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Services Described In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiation.

_____ (Name of Organization)	Date: _____
_____ (Street Address)	Authorized By: _____ (ORIGINAL Signature in Ink)
_____ (Street Address)	Name: _____ (Printed or typed)
_____ (City)	Title: _____
_____ VA _____ (Zip Code)	Telephone: _____
	Facsimile #: _____
	E-Mail: _____
FEI/FIN #: _____	

A mandatory pre-proposal conference will be held at 10:00 a.m. Monday, July 23, 2007 at the Virginia Department of Social Services; 7 North 8th Street; Richmond, VA 23219-3301; Vault Level Conference Room - B.

All requests for information should be directed to Dianne L. Mallory at the address above or by telephoning (804) 726-7935.

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against an offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.